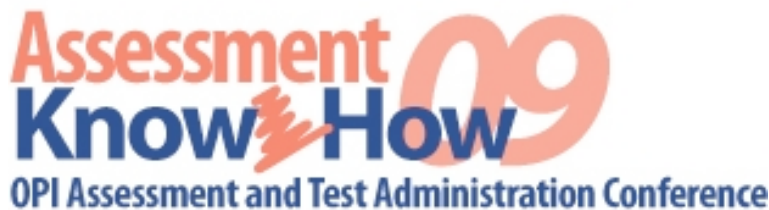





MontCAS Montana Comprehensive Assessment System October 2008 Newsletter

2008-2009 MontCAS Testing Windows

October 20 – November 21, 2008	English Language Proficiency (ELP) Grades K-12.
January 22 - March 6, 2009	NAEP, Grades 4 and 8, Reading, Math, and Science.
February 10 – March 25, 2009	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science.
March 2 – March 25, 2009	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science.



-  **NEW THIS YEAR:** A Combined Assessment and 2009 MontCAS Test Administration Training Conference
- January 29-30, 2009, Crowne Plaza, Billings
 - The Office of Public Instruction will present a conference with sessions on assessment topics and training for the 2009 MontCAS test administration.
 - The conference will begin with registration and breakfast at 7:15 am on Thursday, January 29 and will end at 1:30 pm on Friday, January 30.
 - Breakfasts, lunches, and breaks will be provided.
 - A block of rooms at a special rate at the Crowne Plaza has been reserved. Please contact the Crowne Plaza to make your reservation:
 - 406-252-7400 or www.crowneplaza.com/billings .

- Another block of rooms is reserved at the Best Western Clock Tower Inn, across the street from the Crowne Plaza. Please contact the Clock Tower to make your reservations:
 - 406-259-5511 or www.clocktowerinn.com
- The early registration fee is \$60. After January 5, the registration fee is \$70.
- Please go online to register. <http://www.opi.mt.gov/AssessConf/Index.html>
 - Conference support is provided by Montana State University Conference Services Department. Contact them at 406 994-3333 or stephanie.stratton@montana.edu with any registration questions.
 - Refunds for registration must be requested in writing and received by January 14, 2009 for a refund of the registration fee, minus a \$25 administrative fee. No refunds will be approved for requests received after January 14, 2009.
- Dr. Margaret Heritage, an international expert on formative assessment, will open the conference on Thursday, January 29 with a keynote address. Her presentation will focus on the classroom practice of formative assessment.
 - Information about Dr. Heritage can be found at the following link: <http://www.cse.ucla.edu/about/ssearch.asp?staff=heritage>
- Montana educators are invited to submit proposals for presentations by December 20, 2008 at the following site: <http://www.opi.mt.gov/AssessConf/Index.html>

Testing Contractor Contact Information



MontCAS, the CRT and the CRT-Alternate – Measured Progress, Inc.

Dan Verdick, Montana CRT Program Manager

dverdick@measuredprogress.org or 800-431-8901 x2220

Nancy Hall, Montana CRT Program Assistant

nhall@measuredprogress.org or 888-792-2741

Danielle Hornsby, Montana CRT Program Assistant

hornsbys.danielle@measuredprogress.org or 888-792-2741

Lynn Albee, Montana CRT-Alternate Program Manager

albee.lynn@measuredprogress.org or 800-431-8901x2309

Kevin Froton, Montana CRT-Alternate Program Assistant

kfroton@measuredprogress.org or 800-431-8901x2196



MontCAS, the English Language Proficiency (ELP) – Questar Assessment Inc.

BJ Vickery, Program Manager

bjvickery@questarai.com or 888-854-9596

Please Update Test Coordinator Information

If your school system has a new System Test Coordinator this year, please contact the Office of Public Instruction assessment staff with updated information. Please provide your System Test Coordinator's name, email address, phone number, shipping address, and mailing address. OPI contact information is at the end of this newsletter.



MontCAS – the CRT and the CRT-Alternate

CRT Test Administration Manuals



New for 2009, CRT test administration instructions will be in one manual for all grades and content areas. Grades 3-8 and 10 and Reading, Math, and Science have been combined into one easy-to-use administration manual for the Spring 2009 test administration.

Braille and Large-Print Versions of CRT

The OPI Assessment Office sent the following email to all System Test Coordinators and Special Education Directors and Cooperatives regarding Braille versions of the CRT on October 24, 2008:

- The CRT is available in a Braille version, but it is a lengthy process to produce it in Braille.
- In the past, the Montana School for the Deaf and Blind was able to provide the names of schools and the grades for which they needed a Braille version.
- OPI is now collecting that information which should be in the students' current IEPs.
- Please check with your Special Education Directors/teachers and schools to determine if you have a student (s) in your system who requires the Braille version in grades 3-8 or 10.
- Please contact Gayle Allen at OPI (406-444-3511 or gallen2@mt.gov) with the following information: grade, school, number of copies for each. We do not need the name of the student.
- **We have heard from only one school, so we have extended the date until Wednesday, November 5, 2008. Please contact Gayle Allen by then so we can place the order.**

Large-print versions of the CRT are also available. Measured Progress will provide a link to order online. Emails will be sent to System Test Coordinators and Special Education Directors and Cooperatives when complete information is available.

Registration for CRT-Alternate

- ✚ Registration Windows for Students Eligible for the CRT-Alternate
 - October 13-November 19, 2008 For students currently enrolled
 - January 5 – January 15, 2009 For students who enroll in your school after November 19, 2008
 - After January 15, 2009 For students who enroll after January 15, 2009, please contact Judy Snow
406-444-3656 jsnow@mt.gov

- ✚ Registering your currently enrolled students who are eligible for the CRT-Alternate is essential for the production of the materials kits and other test administration materials.

The link to register your students is:

<http://iservices.measuredprogress.org/>



You will need the password to access the site. The password has been sent to System Test Coordinators and Special Education Directors and Cooperatives by email.

Once on the site, you will be asked for the following information:

1. System Test Coordinator name, email, and phone number
2. Name of school and school code (SC)
3. Student name
4. State Student ID (9 digits)
5. Grade
6. Name of teacher who will administer the assessment, email address, and phone number

When you have completed entering this information for a student, click on "Done", and the information will be saved.

If you have another student (s) to add, click "Add Another Student".

When you are finished entering information for all students, click "Done".

- ✚ Guidelines for eligibility for the CRT-Alternate are online at
<http://www.opi.mt.gov/PUB/PDF/Assessment/CRT/TA/09CRTAltGuidance.pdf>



THANK YOU

In September, twenty Montana teachers convened in Helena for training on the administration of a Beta Test on the reformatted CRT-Alternate in Reading and Math in grades 4, 8, and 10. Thank you to the teachers and to their districts and schools for helping with this important project. The teachers conducted the Beta Test and provided valuable feedback. The reformatted CRT will be administered during the Spring 2009 CRT-Alternate administration.



CRT and CRT-Alternate 2009 Event and Materials Schedule

Date	Event/Materials
October 13 - November 19, 2008	CRT- Alt Online Registration for students currently enrolled. A password is required. An email was sent to all System Test Coordinators with instructions and their system password.
January 5-16, 2009	CRT-Alt Online Registration is open for students enrolled in the system/school after November 19, 2008. Please use the same instructions and passwords as for the October/November window. For students enrolled after January 15, please contact Judy Snow, 406-444-3656 or jsnow@mt.gov
January 28-30, 2009	System Test Coordinators receive memo mailed by Measured Progress. The memo contains the password necessary for access to the CRT-Alternate Test Booklets online.
Jan 29-30, 2009	Statewide Test Administration Conference/ Assessment Conference (Billings)
February 4-8, 2009	System Test Coordinators download and print: <ul style="list-style-type: none"> • CRT-Alternate Test Administration Manual • CRT-Alternate Test Booklets for teachers administering the alternate assessment. NOTE: System Test Coordinators need the password received January 28 – 30, 2009 from Measured Progress.
February 6, 2009	CRT Administration Manual posted online.
February 6-11, 2009	System Test Coordinators receive CRT- Alternate Testing Materials, <i>CRT Test Coordinators Manual</i> , CRT Test Administration Manuals, Pre-Administration Training CDs and other test documents shipped by Measured Progress
February 19- 25, 2009	System Test Coordinators receive CRT testing materials from Measured Progress.
February 10-March 25, 2009	CRT-Alternate Assessment testing window (Please note: The first week is intended for preparation.)
March 2-25, 2009	CRT testing window
March 26, 2009	<u>Last Day for System Test Coordinators to schedule</u> UPS pickup for CRT and CRT-Alternate Used Student Response booklets and other testing materials
March 27, 2009	<u>Last Day for System Test Coordinators to ship</u> via UPS used CRT and CRT-Alternate Student Response booklets and other test materials to be returned to Measured Progress
March 31, 2009	UPS automatic pickup of all other test materials (if a pickup was not scheduled with UPS before March 27)

CRT Test Development Opportunities

Dear Montana Educators,



In the Spring of 2009, several test development activities will be offered. You are invited to register for one of the activities listed in the table that follows. Please encourage colleagues to register also.

Lodging is provided for participants living 90 miles away from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available.

Date	Activity
May 11, 2009	CRT Item Bias Review Reading and Math, Grades 3-8 and 10 Science, Grades 4, 8, and 10
May 13-14, 2009	CRT Item Content Review Reading and Math, Grades 3-8 and 10 Science, Grades 4, 8, and 10
May 19-20, 2009	CRT-Alternate Standard Setting for new format in Reading and Math, Grades 4, 8, and 10

We look forward to hearing from you soon. Registration is online at this link:
<http://iservices.measuredprogress.org/Default.asp?ProgramID=11&submit1=Enter>

MARS Training

- MARS, the secure online Montana Analysis and Reporting System is accessible by schools and districts with secure passwords at <http://iServices.MeasuredProgress.org>. Click on Montana or Montana ALT and then choose MARS.
- MARS training online:
 - PowerPoint:
<http://www.opi.mt.gov/PUB/PDF/Assessment/CRT/08AnalyzReportSystem.pdf>
 - User Guide
 - <http://iServices.MeasuredProgress.org>
 - Select "Montana" or "Montana ALT" (either works for both CRT and CRT-ALT) from the dropdown menu and click "Enter."
 - Select "Forms and Manuals"
 - Select MARS User Manual (pdf)
- OPI provided training at your school or system
 - A form to request training at your school or system is online:
<http://www.opi.mt.gov/PUB/PDF/Assessment/Forms/TrainRqst.pdf>
 - If your system is interested in OPI provided training, please print, complete, and fax the form to Karen Richem, 406-444-0743.



English Language Proficiency (ELP) Assessment

2008-2009 ELP Administration

The third administration of the annual ELP assessment began on October 20. The testing window ends on November 21.

- All materials must be shipped to Questar by December 5, 2008.
- Reports will be shipped to System Test Coordinators in February 2009.

Thank you to all test coordinators, teachers, and test administrators.

Please direct questions to:

Karen Richem at OPI, krichem@mt.gov or 406-444-0748 or

BJ Vickery at Questar, bjvickery@questarai.com or 888-854-9596

OPI Assessment Contacts

- ✚ Gayle Allen, Administrative Specialist, gallen2@mt.gov, 406-444-3511
- ✚ Karen Richem, Assessment Specialist, krichem@mt.gov, 406-444-0748
- ✚ Judy Snow, State Assessment Director, jsnow@mt.gov, 406-444-3656
- ✚ FAX: 406-444-0743

